

Date: November 1, 2021

Job Title: New Construction HVAC Installer – Level 1

Work Hours: 7:00am to 3:30pm, with 1/2 hour lunch; some overtime may be required

Primary Job Function: Under direct supervision of Lead Installer, Level 1 HVAC Installer will assist in the installation of heating, ventilation and air conditioning systems in multi and single family new construction. Installations will be up to code and Air Mechanical Inc. rigid quality standards. Reports to assigned job site on time and ready to work.

Reports to: New Construction HVAC Supervisor/Lead Installer

Required Qualifications:

- Valid driver's license and clean MVR.
- Must be able to pass a background check.
- Must be drug-free and able to pass newhire and random drug screenings.
- Demonstrate willingness to invest in tools used in the installation of HVAC equipment
- Demonstrate willingness to invest time training to advance position.
- Demonstrate commitment to developing customer service and communication skills
- Ability to follow written and verbal directions as given
- Ability to follow Safety Guidelines:
 - o Safely work with heights and in tight working conditions from extension and step ladders
 - o Ability to operate power and hand tools safely.
 - o Ability to use safe lifting procedures
 - o Ability to use full range of body motion: climbing, balancing, stooping, kneeling, reaching, lifting, bending and twisting.

Daily, Weekly, Monthly, Yearly Duties:

- Purchase required tools as listed for New Construction HVAC Installer
- Arrive at jobsite at scheduled time and location as dispatched
- Operate company vehicle as needed
- Follow instructions from Supervisor and Lead Installer and carry out in timely manner
- Report problems with company tools or vehicle promptly
- Maintain professional appearance and attitude at all times
- Must be supervised at all times
- Demonstrate mechanical aptitude
- Unload truck supplies and equipment
- Participate in quarterly inventory.
- Attend and participate in employee meetings, trainings.
- Develop customer service, communication and team-work skills with Contractor

Representatives, Supervisors, Co-Workers and other Sub-Contractors on job sites.

- Other duties as assigned
- Skill Advancement (within 6 months of hire date):

Learn and Demonstrate within budgeted labor hours to AMI quality standards (Perform tasks always with direct supervision at all times).

- o Hole Cutting Metal & Wood
- o Duct connection and installation
- o Nailing and framing outlets
- o Installation of duct and flex to code and AMI Quality Standards.
- o Install and properly vent bath fan
- o Installation of Gas Lines – NO

HOOKUPS

- Prepare to pass into Level 2 by observing Lead Journeyman, studying and enrolling in Gastite and EPA Class. Must become certified to pass to Level 2.
- o Gas Tree Construction
- o Gas Fittings, Gas Tags
- o Furnace Hookups
- o Refrigerant Lines